

CONTRIBUTION-BASED COMPENSATION AND APPRAISAL SUPPORT FORM (CCAS)**Part IV – Employee Support Form****a. EMPLOYEE/RATER IDENTIFICATION**

EMPLOYEE NAME	SERIES	BROADBAND LEVEL	EXPECTED OVERALL CONTRIBUTION SCORE
SUPERVISOR NAME	ORGANIZATION		
RATING -----	FROM	TO	

b. VERIFICATION OF FACE-TO-FACE DISCUSSION

The following face-to-face discussions of career path, broadband level, factors, factor weights (if any), discriminators, descriptors, expected Overall Contribution Score based on the employee's current base salary, and contribution objectives for the rating period took place.

FACE-TO-FACE COUNSELING	DATES	EMPLOYEE'S INITIALS	SUPERVISOR'S INITIALS
INITIAL			
MID-POINT			

c. CONTRIBUTION OBJECTIVES

The following items were discussed between the employee and the supervisor at the initial and mid-point counseling sessions.

(1) Problem Solving:**(2) Teamwork/Cooperation:**

(3) Customer Relations:

(4) Leadership/Supervision:

(5) Communication:

(6) Resource Management: